

MINUTES of a **MEETING** of the **STANDARDS COMMITTEE** held on 13 March 2024 at 6.00 pm

Present

Councillors

A Glover (Chairman), E Buczkowski,
M Fletcher, S Keable, L Knight, L Taylor,
N Woollatt and D Wulff

Apology

Councillor

F J Colthorpe

Also Present

Councillors

D Broom, J Buczkowski, S Clist, L Cruwys (online) G
Duchesne, G Czapiewski, C Harrower, B Holdman, G
Westcott

Also Present

Officers:

Stephen Walford (Chief Executive), Maria De Leburne
(Director of Legal, HR & Governance (Monitoring Officer))
Laura Woon (Democratic Services Manager) and Angie
Howell (Democratic Services Officer)

24 **APOLOGIES AND SUBSTITUTE MEMBERS**

Apologies were received from Cllr FJ Polthorpe.

25 **PUBLIC QUESTION TIME**

Public questions were received from:

Mr Nick Quinn

The Council Constitution is the most important policy in the Council. It is the bedrock for how the Council operates and affects all Members, Officers and the Public. It is based on legislation, but also contains good practice and specific local arrangements.

Because it is so central to the operation of the Council, changes to the Constitution must come through this Committee, and must be properly justified.

Some of the proposed changes will have a negative impact on the public's ability to know about, query, or inform the discussion of draft policies or decisions, which may affect them - either as individuals or as part of the District.

The changes I refer to are:

The complete removal of public Statements and Questions at Planning Committee. The major changes to procedures and timescales for public questions in general. The Internet only posting the Notices of Meetings and Notice of Key Decisions. There is no proper justification given for why these changes are needed, or any consideration of possible side-effects.

No Equality Impact Statement;

No evidence of the real impact of public questions on meetings;

No assessment of any potential impact on Member/Officer workload;

No reference to the legislation allowing the changes to the publication of Notices.

Question 1:

Please will you tell me what specific piece of legislation allows Meeting, and Key Decision, Notices not to be published at Phoenix House?

Response from the Leader of the Council:

Following the amendments that will be proposed at this item one being that the notices will continued to be published at Phoenix House.

Question 2:

(through the Chair) will the Committee, for all the reasons given, please refuse to approve the proposed changes to the Constitution covering: "Public Questions Rules"; the "Procedure for speaking at Committee in the Protocol of Good Practice for Councillors Dealing in Planning Matters" and the "Access to Information Procedure Rules"?

Response from the Leader of the Council:

Following the amendments that will be proposed at this item it will seek to not have the removal of public question time.

Supplementary question:

I came to the meeting to expect answers to the published agenda item, when I arrived I receive a revised agenda item surely this should have been published five days in advanced of the meeting not five minutes. Why was this done?

Response from the Monitoring Officers:

The reason why it had been submitted in advance was to give everybody the opportunity to read it before the meeting. Instead of Cllr Taylor making those amendments at the meeting. The document was published to make it transparent.

Robert Furmedge

Question 1:

Does the committee agree that the proposed change to remove Public Questions Time from the Planning Committee meetings will further reduce public confidence and trust in the planning system within Mid Devon and if not why not ?

Response from the Leader of the Council:

Following the amendments that will be proposed at this item it will seek to not have the removal of public question time at Planning Committees.

Question 2:

Disturbance by the Public - should the proposed changes be labelled a) and b) not c) and d)?

Response from the Leader of the Council:

Yes within the amendments it seeks to changes c) and d) to a) and b).

Roger Cashmore:

I take a keen interest in local government and have been following MDDC for some years. Over the years I have seen MDDC increasingly make more of its decisions behind locked doors and away from the public gaze and scrutiny. This fact was also recognised by the new incoming administration who promised to improve transparency.

I also strongly believe that there is a direct correlation between this deterioration in transparency and the quality of services and value for money being delivered to the ratepayers of Mid Devon.

What ever happened to the tenets of the Nolan Principles regarding Local Government behaviour? Rather than attempting to further close down public engagement, one would have thought a well-run council would be keen to discover new ways of working together with its rate paying public.

Question 1:

Does this committee agree with me that this latest attempt by Mid Devon District Council to further close down public engagement is undemocratic, - against the core values and tenets of local government behaviour (the Nolan Principles) as well as the publically stated values of the newly elected administration?

I urge all committee members to reject this proposal, as if this attempt to amend the Constitution is passed, - it will surely place MDDC (and the new administration) at serious risk of considerable damage to their public reputations.

Response from the Leader of the Council:

Following the amendments that will be proposed at this item to the published document. Many discussion and decisions had are in part 1 not part 2 and continue in part 1 and a recurring feature with the current administration and proud of that to avoid having decision making behind closed doors and I am an advocate for that.

Goff Welchman

I understand this meeting intends to introduce new rules to restrict and or prohibit public questions and statements at future Council meetings.

After the 3rivers disasters that led to a large number of questions and deliberate attempt to avoid scrutiny makes me suspicious as to who is behind this proposal.

The last AGM the new leader made a great play of ensuring a new era of openness and transparent. These proposal are the opposite and therefore further engage

growing the public view that Mid Devon District Council cannot be trusted in what has been said.

Question 1:

Who was the original source of these proposals?

Question 2:

Will the committee reject the proposals or has Vladimir Putin invaded Phoenix House?

Response of Leader of Council:

Definitely no invasion here.

In the document there are reference to the planning advisory service part of the Local Government Association who do make recommendation, and those recommendation were some of what were put forward of the Planning Committee. Some of the questions may be answered once the committee has the debate.

Barry Warren:

A few months ago some residents received letters from the Chief Executive relevant to the Scrutiny working group on 3 Rivers. The letters set out to restrict details of response and then further advised that the Monitoring Officer would be checking the responses. I recall raising the issue as an attempt at censorship which a committee chair took exception to. There have been other instances at attempting to restrict what members of the public could say or do.

Some of the proposals for amendment to the Constitution before you in the original document circulated for today's meeting attempt to place further restrictions on public participation at meetings including submitting questions in advance of meetings so that answers can be ready at the meeting. It is also used by way of 'vetting' questions which is evidenced by a member of the public being told at another meeting held earlier today that a certain question could not be asked as it was not considered relevant

Question 1:

Is there not a pattern developing with this council of censorship and control of anything which may be seen as questioning or criticising advice given to members or proposed actions to be agreed by them?

At 11.31 this morning an email was sent out on behalf of the Leader of the Council which contained an amended appendix 1.

Question 2:

Is that legal and can it be discussed tonight?

Question 3:

Does this not make a nonsense of having to submit questions 3 working days in advance as the 'goal posts' have been moved?

Question 4:

Could this be construed as predetermining or directing the outcome from the meeting?

No mention is made as to the recording of answers.

Question 5:

Will they be recorded verbatim in the minutes?

Question 6:

It is noted that the sections have been removed in relation to Notices of Meetings and Publication of the Notice of Key Decisions.

Why has this been done and who made the decision?

Paul Elstone:

Question 1:

Over the last few years there have been many and various very poor even disastrous decisions taken by this Council and under various Administrations. Disastrous decisions that the residents of Mid Devon will pay for and for years to come.

Namely:

The full circumstances involving the formation of 3 Rivers Development

The massive financial losses incurred with St Georges Court – which the Council is having to buy back, using the Housing Revenue Account, this to help reduce the apparent loss to the General Fund.

The substantial financial losses involving the land purchase at Post Hill.

The substantial financial losses involving the land purchase at Knowle Lane Cullompton.

Paying nearly twice the amount for the land at Haddon Heights than the maximum land valuation stated.

A failure to conduct a proper due diligence on the modular housing supplier plus potential conflicts of interest.

A failure to get best value when awarding contracts for much needed social housing in Mid Devon.

A failure to fully interrogate modular home fire risk potentials ahead of awarding contracts.

I could mention others, but I will refrain given the nature of the content.

Given these failings the residents of Mid Devon have every right to ask questions of this Councils Officers and Elected Members. Also to ask questions in an attempt to prevent a reoccurrence. Instead, what is proposed by this change to the Constitution

is nothing other than attempted suppression, of the General Public from asking the questions that are needed and censorship of those questions which are submitted.

Will this majority Liberal Democrat Committee and the Council Leader in particular fully commit to honouring the Liberal Democrat Core Values in respect of Democracy.

“That every citizen is empowered to make their voice heard” also “That no individual or organisation is deterred from speaking the truth” This without suppression or censorship provided they are not offensive to individuals concerned?

Response from the Leader of the Council:

I do stick by the Liberal Democrat values and what you asked around democracy and a regular contributor to the Council meetings under democracy where the council consider your points raised exactly how you have at the meeting this evening.

Supplementary Question:

The last sentence of my statement was to honour those Liberal Democrat commitments without suppression or censorship that what the public are looking to receive.

Andy Perris

Question 1:

The council voted to change to a Committee system at the annual meeting of 2023 and seems to be airbrushed out of the report. Why?

Tim Bridger

Note from the evidence in the report you have looked at relevant Council in the area to choose to remove and restrict heavily the rights for people to ask questions

Question 1:

Why haven't you come to the Town Council?

The experience of turning up to meeting is very different compared to Mid Devon District Council. When you submit a request you get a notice that make you feel unwelcome and putting on you standards that shouldn't be. When you come to the Town Council your welcomed, list of names and a positive experience.

25 years ago I completed a project of public trust and all the research showed that even if you do not give the answers at the meeting the fact they have been allowed raises public engagement.

At the moment what the Council does is suppress legitimate questions about things that have happened and now questions may be vetted on the ground of scurrilous and repetitive.

In regards to the 3 Rivers incident made this Council listen and take action the lessons learnt report would not of happen if it hadn't been for the work of Paul Elstone and Barry Warren.

The committee to take an evidence based approach you would reject the idea of questions to be submitted in advance and in May last year the Leader open up discussion and doesn't like the fact that awkward questions are being asked.

Response from the Leader of the Council:

I'm also on a Town Council and engage public question time. To be clear there is no change in stopping members of the public from asking questions the only change is that if you would like a response at the meeting you are asked to submit your question in advance of the meeting.

Louise Doyle

The department of level up in the guidance entitled best values and standards requires authorities to secure continuous improvements in the arena of openness to challenge and Scrutiny including from members of the public.

Any proposal makes it in anyway make it intimidating, difficult or demanding or time sensitive for members of the public to engage in the democratic process at Local Authority should be avoided. Why would we choice to do anything that take the Council backwards, why follow the herd why not be more innovative and forward leaning and positive to engage more people to participate.

It is intimidating and new to this process of public speaking it is not simple or easy. If changes are made it would be more about being accessible and accountable.

Cllr L Taylor will propose the amendments about the public question time at Planning Committee. East Devon District Council allow 11 people on major applications and 5 on a minor at Planning Committee.

Let's find ways to way to engage with the public the work is invaluable as we have seen from 3 rivers and aid the democratic process.

26 MINUTES

The minutes of the previous meeting were approved as a true record and signed by the Chairman.

27 DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT

All members of the Standards Committee declared that they had been contacted prior to the meeting from Barry Warren a resident of Mid Devon.

28 CHAIRMAN'S ANNOUNCEMENTS

The Chairman had no announcements to make.

29 ELECTION OF VICE CHAIRMAN

The Chairman of the Standards committee invited nominations for the election of a Vice-Chairman.

RESOLVED that Cllr A Glover be elected Vice Chairman of the Committee.

(Proposed by Cllr M Fletcher and seconded by Cllr A Glover)

30 **AMENDMENTS TO THE CONSTITUTION FOLLOWING MOTIONS APPROVED BY COUNCIL**

The Committee **NOTED** the amendments to the constitution following motions approved by Council.

The following was discussed:

- The motion 577 has not be included in the constitution.
- To receive a table with the update of the constitution for future meetings and the extract from the constitution.
- Evidence of the changes that have been made.

31 **PROPOSED AMENDMENTS TO THE CONSTITUTION**

The Committee had before it, a report * from the Director of Legal, HR & Governance (Monitoring Officer) outlining the proposed amendments to the Constitution.

The Leader of the Council highlighted the following:

- An advisory from the Planning Advisory service (PAS) was received regards to the Planning Committee and the removal of Public Question Time.
- The Leader of the Council and the administration do listen to the residents of Mid Devon Council and formally thanked all the public questions that had been submitted in advance.
- The Leader of the Council thanked the former Leader for his document and invaluable to read it and helpful. To help the administration challenge and re look at a report that had been put forward.
- The first document that was published an amendment document had been circulated and published and outlined the amendments.

The Leader of the Council outlined the following amendment:

Under 9.1-

- Residents, electors or business rate payers of the District wishing to raise a question under public question time are asked to provide their written questions to the Democratic Services team by 5pm three clear working days before the meeting to ensure that a response is received at the meeting to the written question.
- Questions must be relevant to an item on the Agenda for that meeting (excluding the Minutes unless challenging the accuracy of the minutes). The exception to this is at Full Council when residents, electors or business rate payers can ask a question concerning any of the Council's powers / duties or which otherwise affects the District.
- Contributions from members of the public will be limited to 3 minutes, and 30 minutes (extendable at the Chairman's discretion) will be available at the beginning of meetings for such questions.
- NB Planning Committee has its own arrangements for public questions.

- 9.5 Recording of Questions by the Public. The minutes shall contain a condensed written record of questions made by the public which accurately conveys the context. The minutes are not verbatim.
- 20.1 Removal of member of the public to be as follows.
 - (a) If a member of the public interrupts proceedings, the Chairman will warn the person concerned.
 - (b) If they continue to interrupt, the Chairman will order their removal from the meeting room or online.
- The proposed changes to 4.0 and 4.1 were removed.
- The proposed changes to 13.3 were removed.
- The proposed changes under Appendix J 9.1, 9.2 and 9.3 were removed.

Consideration was given to:

- A debate on the original document before the amendments.
- The time on the changes to the constitution following a previous planning committee decision from 21 March 2018.
- The importance of the constitution updates.
- The task and finish group that reported to Standards Committee in June 2023 with recommendation to Full Council in September on Council Procedure rules and the constitution was changed in December.
- As referred to in the report at 2.4 who is we? And who made the decision to do another review after 6 to 8 weeks after all the hard work from elected members, and what evidence.
- In the document PAS came in March 2023 and Standards Committee has the review in June 2023.
- The review of the public engagement.
- Some of the changes that were put forward from the Standards Committee were intended to make the Council more open and make engagement from the public.
- The proposal in the report restricts the public engagement regime.
- The quote on the report of other Local Authorities are County not District Council.
- The appendix 1 with the changes to section 1 and 5 can be done with the delegated powers of the Monitoring officer and doesn't need the approval from the Standards Committee.
- Section 9 under the questions and statements, previously work had been taken already and that the Standards Committee should reject this section.
- The public question time in relations to Planning Committee.
- The figures on those that view the documents in Phoenix House.
- Planning application and the public engagement.
- The statements that had been removed under public question time.
- To understand the policing around the public question time at meetings regarding the removal of statements.
- What kind of Council are we if we do not allow residents to make statements?
- The engagement between the Council and residents of Mid Devon to enable representation.

Cllr N Woollatt **MOVED** an **AMENDMENT** seconded by Cllr A Glover that:

- Section 1 and 5 in appendix 1 be noted by the Standards Committee and that the Monitoring Officers under the delegated powers to make the changes to the constitution.

Upon a vote being taken the **AMENDMENT** were declared to have been **CARRIED**.

Cllr N Woollatt **MOVED** an **AMENDMENT**, this was not seconded therefore was declared to have **FAILED**

- Not to make the changes as set out in the appendix under questions by the public.

Cllr N Woollatt **MOVED** an **AMENDMENT** seconded by Cllr L Taylor.

Existing:

- 4.0 Notices of meeting
 - 4.1 The Council will give at least five clear days notice of any meeting by posting details of the meeting at Phoenix House, Phoenix Lane, Tiverton Devon known as the designated office or on its website at www.middevon.gov.uk
- 13.3 Publication of the Notice of Key Decision
 - The Notice of Key Decision must be made available for inspection by the public at Phoenix House, Phoenix Lane, Tiverton Devon known as the designated office or on its website at www.middevon.gov.uk.

Change to:

- 4.0 Notices of meeting
 - 4.1 The Council will give at least five clear days notice of any meeting by posting details of the meeting at Phoenix House, Phoenix Lane, Tiverton Devon known as the designated office and on its website at www.middevon.gov.uk
- 13.3 Publication of the Notice of Key Decision
 - The Notice of Key Decision must be made available for inspection by the public at Phoenix House, Phoenix Lane, Tiverton Devon known as the designated office and on its website at www.middevon.gov.uk.

Upon a vote being taken the **AMENDMENT** were declared to have been **CARRIED**.

Cllr L Taylor **MOVED** an **AMENDMENT** seconded by Cllr A Glover

- To withdraw the original amendment to remove statement in 9.1 bullet point 6.
- For the Monitoring Officer under delegated powers be given the authority to make the changes to the Constitution to add and or statements to the relevant sections in 9.1, 9.2 and 9.5.

Upon a vote being taken the **AMENDMENT** were declared to have been **CARRIED**.

Cllr N Woollatt **PROPOSED** to vote separately on the three sections of the amendments.

It was therefore **RESOLVED**:

The Committee **NOTED**:

- That delegated authority is provided to the Director of Legal, HR & Governance (Monitoring Officer) to amend the Constitution as in section 1 and 5.

RESOLVED that:

9. Questions by the Public

9.1

- Residents, electors or business rate payers of the District shall be entitled to ask questions and/or make a statement.
- Residents, electors or business rate payers of the District wishing to raise a question under public question time are asked to provide their written questions to the Democratic Services team by 5pm three clear working days before the meeting to ensure that a response is received at the meeting to the written question.
- Questions and/or statements must be relevant to an item on the Agenda for that meeting (excluding the Minutes unless challenging the accuracy of the minutes). The exception to this is at Full Council when residents, electors or business rate payers can ask a question concerning any of the Council's powers / duties or which otherwise affects the District.
- The Chairman, following advice from either the Chief Executive, Monitoring Officer or Democratic Services Manager, shall have the discretion to reject a question and/or statement, giving reasons if it:
 1. Is not about a matter for which the Council has a responsibility or which affects the District
 2. Is in his/her opinion scurrilous, improper, capricious, irrelevant or otherwise objectionable
 3. Is substantially the same as a question and/or statement which has been put at a meeting of the Council in the past six months;
 4. Requires the disclosure of confidential or exempt information.
- At the discretion of the Chairman of that meeting, the questioner may ask a supplementary question at the meeting, if it is relevant to the original question and/or statement.
- Contributions from members of the public will be limited to 3 minutes, and 30 minutes (extendable at the Chairman's discretion) will be available at the beginning of meetings for such questions and/or statements.
- The Chair of any meeting has the right and discretion to control question time to avoid disruption, repetition and wasting of meeting time.
- NB Planning Committee has its own arrangements for public questions.

9.2 Attendance

Persons submitting questions and/or statements must be present (remotely or in person) at the meeting unless the Chairman agrees to address the questions in the questioner's absence.

Persons attending the meeting in person are required to sign in at reception on arrival.

9.5 Recording of Questions and Statements by the Public

The minutes shall contain a condensed written record of questions and/or statements made by the public which accurately conveys the context. The minutes are not verbatim.

20. Disturbance by the Public

20.1 Removal of member of the public

(a) If a member of the public interrupts proceedings, the Chairman will warn the person concerned.

(b) If they continue to interrupt, the Chairman will order their removal from the meeting room or online.

Note: Cllr N Woollatt voted against.

RESOLVED that:

Access to Information Procedure Rules

- 4.0 Notices of meeting
 - 4.1 The Council will give at least five clear days notice of any meeting by posting details of the meeting at Phoenix House, Phoenix Lane, Tiverton Devon known as the designated office and on its website at www.middevon.gov.uk
- 13.3 Publication of the Notice of Key Decision
 - The Notice of Key Decision must be made available for inspection by the public at Phoenix House, Phoenix Lane, Tiverton Devon known as the designated office and on its website at www.middevon.gov.uk.

Appendix J – Protocol of Good Practice for Councillors Dealing in Planning Matters

9.1 Public Question Time is available at the beginning of the meeting for those present to ask questions about any item of the agenda, or to speak briefly by way of background or introduction to those questions, including planning applications

9.2 For applications reserved for individual consideration, the Chairman will call those who have indicated a wish to speak in the following order: officer, one objector (3 minutes), one from applicant/agent/supporter (3 minutes), parish council (3 minutes) and ward member(s) (5 minutes each). For the avoidance of doubt, the Chairman has the discretion to vary the number and order of speakers, including the amount of time for which they may speak. In some circumstances, it may also be appropriate to hear from the County Councillor.

9.3 Through the Chairman, members of the Planning Committee may ask questions of any person who has spoken under paragraph 9.2 of this Protocol. Further, a ward member who has spoken under 9.2 may raise through the Chairman a point of order in order to correct a statement or error of fact which has been made during the course of the debate.

RESOLVED that:

- That the Standards Committee recommend to Full Council that delegated authority is provided to the Director of Legal, HR & Governance (Monitoring Officer) to amend the Constitution as per Appendix 1 and any other amendments required to reflect the changes.

(Proposed by the Cllr L Taylor, was it seconded by Cllr A Glover)

Note: * Report previously circulated.

32 **GOVERNANCE PROPOSED CHANGES TO THE POLICY DEVELOPMENT GROUP**

The Committee had before it, a report * from the District Solicitor and Monitoring Officer outlining Governance proposed changes to the Policy Development Groups.

The Leader of the Council highlighted the following:

- The vision and ambition for the Council, as the new administration the values are different from the previous administrations in the direction and focus of attention.
- Since the new administration the Leader was extremely proud of the achievements that had already been made.
- As per Full Council work has been carried out in relation to a more robust implementation of the hybrid system, utilising the Policy Development Groups and the Programming Panel to better develop policy and set strategic direction.
- To add an additional Policy Development Group to align with the new Corporate Plan.

The Cabinet Member for Finance highlighted the following:

- The additional fifth Policy Development group (PDG) to align with the merging Corporate Plan.
- The thematic area need further discussions and changes some of the areas for example the grounds maintenance grass cutting moved to the correct Policy Development Group (PDG).

The following was discussed:

- The background section of the report does not include that many elected members previously stated that the Policy Development Group (PDG) was not working effectively. An alternative was suggestion to have two overview scrutiny committees, this was not agreed.
- February 2023 majority of members voted to move to a committee system.
- The proposal in the report would not improve the decision making or make the Council more democratic. The new PDG would cross over other PDG's.
- The allowances that would come with the creation of this PDG.
- The clear vision of the Council and the ambitious of the committee supporting the recommendations.
- Any changes to the number of members to sit on the new PDG.

- The improvements to the community and the Council.

RESOLVED that:

- Standards Committee to recommend to Full Council that there be five (5) Policy Development Groups: Planning, Environment & Sustainability; Community, People & Equalities; Homes; Economy & Assets; Service Delivery & Continuous Improvement.
- Standards Committee recommend to Full Council that the Constitution is amended to reflect the changes to the PDGs.
- That the Standards Committee recommend to Full Council that delegated authority is provided to the Director of Legal, HR & Governance (Monitoring Officer) to amend the Constitution as per the above and any other amendments required to reflect the new PDGs.

(Proposed by the Leader of the Council and seconded by Cllr A Glover)

Note: Cllr N Woollatt voted against.

Note: * Report previously circulated.

33 **COMPLAINTS**

The Committee **NOTED** a verbal update from the Director of Legal, HR and Governance (Monitoring Officer) which provided an update on complaints received

The following was highlighted:

- One formal complaint about a District Councillor had been received in regards to respect.

The following was discussed:

- As to where the complaint had come from.

34 **UPDATE ON THE BOOK OF MOTIONS**

The Committee **NOTED** a verbal update from the Democratic Services Manager which provided an update in regards to the book of motions being more accessible on the website and changes to the document following the outcomes of the motions.

The following was discussed:

- Following the outcome of motions for members to be updated with the information.
- To include the information in the additional column when the Constitution had been updated.

35 **IDENTIFICATION OF ITEMS FOR THE NEXT MEETING**

The Committee requested that the following be on the agenda for the next meeting:

- Code of Conduct Complaint Appeal Procedure and Guide to making a complaint about a Councillor review.
- The Constitution Language such as the use of Chairman

(The meeting ended 19.53pm)

CHAIRMAN

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Changes to the Section 1 The Powers of the Council: (Pg 53)

(Monitoring Officer under delegated powers to make the below changes)

Changes

1. 3b) To remove Director of Business Improvement and Operations post and replace with Director of Place and Economy.

3c) To remove Director of Business Improvement and Operations post and replace with Director of Place and Economy.

3d) To remove Director of Business Improvement and Operations post and replace with Director of Legal, HR & Governance (Monitoring Officer).

3f) To remove Director of Business Improvement and Operations post and replace with Director of Legal, HR & Governance (Monitoring Officer).

Changes to Section 5 Scheme of Delegation to Officers Only: (pg 63)

(Monitoring Officer under delegated powers to make the below changes)

Changes

1. Under 2a) Leadership Team :
To remove the Director of Business Improvement and Operations and District Solicitor job titles and replace with Director of Place and Economy and Director of Legal, HR & Governance (Monitoring Officer).
2. On page 64 – to change the Director of Business Improvement and Operations to Director of Legal, HR & Governance (Monitoring Officer) and the following (e), (k- o) and (w-y) be removed and placed under the Deputy Chief Executive (S151); and (h), (q-v) be removed and placed under the Director of Place and Economy
3. On page 65 to remove the titles Director of Business Improvement and Operations and replace with Director of Legal, HR & Governance (Monitoring Officer)
4. On page 67 to add in under the exceptions 8) With the exception of small scale proposals, applications for ground mounted solar PV arrays recommended for approval be brought before the Committee for determination – this was a resolution from Planning Committee made on the 21 March 2018.
5. On page 68 to remove the titles Head of Planning Economy and Regeneration or the Group Manager for Development, and replace this with the Director of Place and Economy and/or Development Management Manager.

6. All references within the Constitution which state Director of Place are amended to Director of Place and Economy.
7. All references within the Constitution which state District Solicitor (Monitoring Officer) are amended to Director of Legal, HR & Governance (Monitoring Officer).
8. All references to Gypsy within the Constitution are changed to Gypsy and Traveller.
9. To remove a duplication section on page 69 - Director of Place as showed in track changes.
10. On page 70 under Building Control – the addition of:
 - The first sentence ‘under the Building Act 1984 or regulations *and any subsequent legislation*’
 - To determine and issue all Decisions and Notices arising under the Building Act 1984 and any building regulations.
 - To relax or dispense with Building Regulations and to sign and issue such decisions.
 - To refer to the Magistrates’ Court, Notices under Section 77 of the Building Act 1984 requiring dangerous buildings to be made safe, and to take, or instruct emergency action under the provisions of Section 78 of the Building Act 1984.
 - To carry out, or instruct contractors to carry out, works in default of a Court Order obtained pursuant to Section 77 of the Building Act 1984.
 - To institute proceedings for infringement of the Building Regulations.
 - To serve Notice requiring removal or alteration of work not conforming to the Building Regulations (Section 36 of the Building Act 1984). To sign and issue Demolition Notices in respect of works falling within Section 80 of the Building Act 1984.
 - To issue Notices under Sections 24, 71 and 72 of the Building Act 1984, requiring adequate entrances, exits and means of escape in case of fire in appropriate buildings.
 - To serve Notices under Section 79 of the Building Act 1984 relating to ruinous and dilapidated buildings.
 - To enter sites and premises to carry out and enforce the Statutory Powers and Duties, such visits to be properly recorded.
 - To carry out tests on sewers, drains and land and where necessary to take samples and conduct tests on other building materials.
 - To take emergency action under the provisions of Section 78 of the Building Act 1984 in respect of dangerous structures.
 - To take action to enforce Building Regulations, including the issue of written Notices.

- Under Other Provisions where CS and C of DA is replaced with the full words of Caravan Sites and Control of Development Act 1960.

11. On page 71 – remove the duplicated words ‘Monitoring Officer.

12. Page 78 - In Appendix 3 - To change the officers job title from Director of Business Improvement and Operations under:
 Elections – to Chief Executive
 Operations – to Director of Place and Economy apart from - To remove and dispose of abandoned vehicles – to Deputy Chief Executive (S151)
 Housing – to Director of Place and Economy

13. In appendix 4 – page 83 under 2. to remove Director of Business Improvement and Operations and :

- replace the Data Protection Act delegations to the Deputy Chief Executive (S151) list
- replace the Representation of the People Act delegations under the Chief Executive list on pages 81/82
- S234 (1) and (2) delegations to the Director of Place and Economy

Changes to Part 4 The Council Procedures. (For Full Council to consider)

Existing:

9. Questions and Statements by the Public

9.1 Residents, electors or business rate payers of the District may make a statement or shall be entitled to ask questions at a meeting which:

a) concerns the Council’s powers / duties or which otherwise affects the District;

- Where a question does not relate to an agenda item, the question must be submitted to the Democratic Services Manager two working days before the meeting to give time for a response to be prepared.
- Where such advance notice is given, the questioner may ask a supplementary question at the meeting, if it is relevant to the original question.
- Contributions from members of the public will be limited to 3 minutes, and 30 minutes (extendable at the Chairman’s discretion) will be available at the beginning of meetings for such questions and statements.

b) The Chair of any meeting has the right and discretion to control question time to avoid disruption, repetition and wasting of meeting time.

c) NB Planning Committee has its own arrangements for public questions.

Changes to:

9. Questions by the Public

9.1

- Residents, electors or business rate payers of the District shall be entitled to ask questions and/or make a statement.
- Residents, electors or business rate payers of the District wishing to raise a question under public question time are asked to provide their written questions to the Democratic Services team by 5pm three clear working days before the meeting to ensure that a response is received at the meeting to the written question.
- Questions and/or statements must be relevant to an item on the Agenda for that meeting (excluding the Minutes unless challenging the accuracy of the minutes). The exception to this is at Full Council when residents, electors or business rate payers can ask a question concerning any of the Council's powers / duties or which otherwise affects the District.
- The Chairman, following advice from either the Chief Executive, Monitoring Officer or Democratic Services Manager, shall have the discretion to reject a question and/or statement, giving reasons if it:
 1. Is not about a matter for which the Council has a responsibility or which affects the District
 2. Is in his/her opinion scurrilous, improper, capricious, irrelevant or otherwise objectionable
 3. Is substantially the same as a question and/or statement which has been put at a meeting of the Council in the past six months;
 4. requires the disclosure of confidential or exempt information.
- At the discretion of the Chairman of that meeting, the questioner may ask a supplementary question at the meeting, if it is relevant to the original question and/or statement.
- Contributions from members of the public will be limited to 3 minutes, and 30 minutes (extendable at the Chairman's discretion) will be available at the beginning of meetings for such questions and /or statements.
- The Chair of any meeting has the right and discretion to control question time to avoid disruption, repetition and wasting of meeting time.
- NB Planning Committee has its own arrangements for public questions.
-

- ~~NB Planning Committee does not have public questions.~~

Existing:

9.2 Attendance

Persons submitting questions must be present (remotely or in person) at the meeting unless the Chairman agrees to address the questions in the questioner's absence.

Changes to:

9.2 Attendance

Persons submitting questions and/or statements must be present (remotely or in person) at the meeting unless the Chairman agrees to address the questions in the questioner's absence.

Persons attending the meeting in person are required to sign in at reception on arrival.

Existing:

9.5 Recording of Questions and Statements by the Public

The minutes shall contain a condensed written record of questions and statements made by the public which accurately conveys the context.

Changes to:

9.5 Recording of Questions and Statements by the Public

The minutes shall contain a condensed written record of questions and/or statements made by the public which accurately conveys the context. The minutes are not verbatim.

Existing:

20. Disturbance by the Public

20.1 Removal of member of the public

- (a) If a member of the public interrupts proceedings, the Chairman will warn the person concerned.
- (b) If they continue to interrupt, the Chairman will order their removal from the meeting room.

Changes to:

20. Disturbance by the Public

20.1~~20.1~~ Removal of member of the public

(a) If a member of the public interrupts proceedings, the Chairman will warn the person concerned.

(b) If they continue to interrupt, the Chairman will order their removal from the meeting room or online.

Access to Information Procedure Rules (Pg 109)

Existing:

4.0 Notices of meeting

4.1 The Council will give at least five clear days notice of any meeting by posting details of the meeting at Phoenix House, Phoenix Lane, Tiverton Devon known as the designated office or on its website at www.middevon.gov.uk

Changes to:

4.0 Notices of meeting

4.1 The Council will give at least five clear days notice of any meeting by posting details of the meeting at Phoenix House, Phoenix Lane, Tiverton Devon known as the designated office and on its website at www.middevon.gov.uk

Existing

13.3 Publication of the Notice of Key Decision (Pg 113)

The Notice of Key Decision must be made available for inspection by the public at Phoenix House, Phoenix Lane, Tiverton Devon known as the designated office or on its website at www.middevon.gov.uk.

Changes to:

13.3 Publication of the Notice of Key Decision

The Notice of Key Decision must be made available for inspection by the public at Phoenix House, Phoenix Lane, Tiverton Devon known as the designated office and on its website at www.middevon.gov.uk.

Appendix J – Protocol of Good Practice for Councillors Dealing in Planning Matters (Page 250)

Existing:

- 9.1 Public Question Time is available at the beginning of the meeting for those present to ask questions about any item of the agenda, or to speak briefly by way of background or introduction to those questions, including planning applications
- 9.2 For applications reserved for individual consideration, the Chairman will call those who have indicated a wish to speak in the following order: officer, one objector (3 minutes), one from applicant/agent/supporter (3 minutes), parish council (3 minutes) and ward member(s) (5 minutes each). For the avoidance of doubt, the Chairman has the discretion to vary the number and order of speakers, including the amount of time for which they may speak. In some circumstances, it may also be appropriate to hear from the County Councillor.
- 9.3 Through the Chairman, members of the Planning Committee may ask questions of any person who has spoken under paragraph 9.2 of this Protocol. Further, a ward member who has spoken under 9.2 may raise through the Chairman a point of order in order to correct a statement or error of fact which has been made during the course of the debate.

Changes to:

~~9.1 — There is no Public Question Time for a Planning Committee.~~

~~9.2 is renumbered as 9.1~~

~~9.3 is renumbered as 9.2 and where referenced to 9.2 this is amended to 9.1.~~

2.3 of the report:

With the exception of small scale proposals, applications for ground mounted solar PV arrays recommended for approval be brought before the Committee for determination. (Monitoring Officer under delegated powers to make the below changes)

This to be added as number 8 in the Constitution at page 67 under Delegation specific to the Planning Function:

Delegation specific to the Planning Function

To exercise all the powers of the Council as Local Planning Authority (including the conduct of appeals and enquiries) under the Planning Acts, (unless expressly delegated to another officer) except where:-In the case of all Applications:

1. In the opinion of the Development Management Manager or the Area Planning Officer, the application is of a significant controversial or sensitive nature;

2. The application has been submitted by or on behalf of the Council;

3. The application is from an Elected Member or Officer
4. The application is accompanied by an Environment Impact Assessment (EIA);
5. The application is a significant or major departure and is recommended for approval;
6. The Ward Member; Chairman or Vice-Chairman of Planning Committee requires that the Committee consider an application having given clear planning reasons;
7. Applications will be delegated to the Development Management Manager to refuse if Section 106 Agreements are not signed and completed within 8 or 13 week time-scale.
8. With the exception of small scale proposals, applications for ground mounted solar PV arrays recommended for approval be brought before the Committee for determination.

Report for: Full Council

Date of Meeting:	24 April 2024
Subject:	Governance – Proposed Changes to Policy Development Groups
Cabinet Member:	Cllr Luke Taylor, Leader
Responsible Officer:	Maria de Leburne – Director of Legal, HR & Governance (Monitoring Officer)
Exempt:	N/A
Wards Affected:	All
Enclosures:	None

Section 1 – Summary and Recommendation(s)

To provide Members with a proposed change to the Policy Development Groups (PDG) and the proposed required amendments to the Constitution.

Recommendation(s):

- 1. That from the start of the municipal year there be five (5) Policy Development Groups: Planning, Environment & Sustainability; Community, People & Equalities; Homes; Economy & Assets; Service Delivery & Continuous Improvement.**
- 2. That the Constitution is amended to reflect the changes to the PDGs.**
- 3. That delegated authority is provided to the Director of Legal, HR & Governance (Monitoring Officer) to amend the Constitution as per the above and any other amendments required to reflect the new PDGs in conjunction with the Leader.**

Section 2 – Report

1.0 Introduction

An update to the report provided to Standards Committee on the 13 March 2024.

2.0 Proposed Changes

2.1 New PDGs

2.1.1 The current PDGs are aligned with the Corporate Plan Headings of Environment, Community, Homes, and Economy. It is recommended that the names of the current PDGs change and that there be an additional PDG, so instead of four (4) there will be five (5) PDGs. The new PDGs will be more focused and align with the emerging corporate plan. It is proposed that the PDGs will be renamed as follows:

- Planning, Environment & Sustainability;
- Community, People & Equalities;
- Homes;
- Economy & Assets;
- Service Delivery & Continuous Improvement

2.2 Each PDG will continue to have a different remit as set out below.

2.2.1 Planning, Environment & Sustainability - To be a leader and pioneer of best climate practice so new innovation and thinking is at the heart of the services we deliver and informs our planning policies.

2.2.2 Community, People & Equalities - Involving and engaging with our communities, ensuring everyone is treated with equity and respect, and protecting our most vulnerable.

2.2.3 Homes - Delivering new affordable and social homes annually, improving and maintain the existing stock to world class standards.

2.2.4 Economy & Assets - Growing the District Economy and increasing returns from our assets.

2.2.5 Service Delivery & Continuous Improvement - Delivering Council services that residents want in the right way, in the right place and at the right price.

- 2.3 PPAG (Planning Policy Advisory Group) and DDAG (Development Delivery Advisory Group) along with the Net Zero Advisory Group will remain separate to the PDGs.
- 2.4 Constitution Changes
 - 2.4.1 PDGs are outlined within the Constitution on pages 23-25. This will need to be amended to reflect the new titles and themes of the PDGs and the additional fifth PDG as per Appendix 1.
- 2.5 Page 49 of the Constitution will also need to be amended to incorporate the new names of the PDGs and include the new fifth PDG being Service Delivery & Continuous Improvement which will also have nine (9) members. All PDGs will now meet Quarterly. Please see Appendix 2 showing the proposed new Schedule of Meetings to include the new fifth PDG.
- 2.6 That delegation be given to the Director of Legal, HR & Governance (Monitoring Officer) to amend the Constitution as per the above and any other amendments required to reflect the new PDGs in conjunction with the Leader.

3.0 Next Steps

- 3.1 That Full Council consider the recommendations outlined at the outset of this report.
- 3.2 A new Schedule of Meetings to be reviewed along with a new Seat Allocation to take account of the fifth PDG.

Financial Implications

There will be a small cost to the Council as each Chairman of Policy Development Groups receive a Special Responsibility Allowance which currently is £3000.

Legal Implications

If Council wishes to direct that changes be made to the Constitution/changing the PDGs this initially is considered by the Standards Committee and then will require Full Council's approval.

Risk Assessment

There is a clear risk that making a change to governance arrangements or making no change will be perceived as unsatisfactory, depending on any individual viewpoint. The key will be in how the Council then goes about making the arrangement work and/or work better. The Council has to decide as a collective, what it considers to be the best way forward.

Impact on Climate Change

None

Equalities Impact Assessment

None directly arising from this report, but impacts must be considered carefully in any decisions which result in a change to current practices affecting those with protected characteristics.

Relationship to Corporate Plan

Our values and priorities – equally important to the ‘what’ we are trying to achieve, is the ‘how’ the organisation operates and conducts itself.

Section 3 – Statutory Officer sign-off/mandatory checks

Statutory Officer: Andrew Jarrett

Agreed by or on behalf of the Section 151

Date: 18.04.2024

Statutory Officer: Maria de Leiburne

Agreed on behalf of the Monitoring Officer

Date: 18.04.2024

Chief Officer: Stephen Walford

Agreed by or on behalf of the Chief Executive/Corporate Director

Date: 18.04.2024

Cabinet member notified: (yes/no)

Section 4 - Contact Details and Background Papers

Contact: Maria de Leiburne, Director of Legal, HR & Governance (Monitoring Officer)

Email: mdeleiburne@middevon.gov.uk

Telephone: 01884 255255

Background papers: None

New Corporate Plan Headings						Corporate Plan
PDG'S	Planning, Environment & Sustainability	Community, People & Equalities	Homes	Economy & Assets	Service Delivery & Continuous Improvement	Theme
Vision	To be a leader and pioneer of best climate practice so new innovation and thinking is at the heart of the services we deliver and informs our planning policies.	Involving and engaging with our communities, ensuring everyone is treated with equity and respect, and protecting our most vulnerable.	Delivering new affordable and social homes annually, improving and maintain the existing stock to world class standards.	Growing the District Economy and increasing returns from our assets	Delivering Council services that residents want in the right way, in the right place and at the right price.	Objectives
Functions	<p>Local Plan</p> <ul style="list-style-type: none"> Development Management Policies Development Control Forward Planning Conservation Building Control Planning Enforcement Gypsy sites Urban and Rural regeneration Climate Change Bio Diversity Mid Devon Carbon Emissions Environmental Sustainability Energy Devon Carbon Plan Trees Flood risk management 	<ul style="list-style-type: none"> Gazetteer Management Land Charges Emergency Plan Parish Liaison Community engagement and consultation Community Development Grants and Funding External Health and Safety Equalities Local Welfare Assistance Air Quality Contaminated Land Licensing Food and water control Pollution and Noise control *Poverty Premium / Vulnerable Persons Strategy Benefits 	<ul style="list-style-type: none"> HRA Housing Neighbourhood and Tenancy Management HRA Income collection Tenant Involvement Homelessness prevention Housing Needs and Allocations Housing Enabling Private Sector Housing 	<ul style="list-style-type: none"> Economic Development Town Centre Regeneration Tourism Services for business Markets Building Maintenance Property Services Public Conveniences Asset Management Commercial & HRA properties MDDC depots & property 	<ul style="list-style-type: none"> Open Spaces and Play Areas Grounds Maintenance Cemeteries Waste Collection and Recycling Street Cleaning Environmental Enforcement Clocks and Monuments Leisure Car Parking Customer First Complaints 	

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Seating Allocation

Showing existing PDG's							
	TOTALS	Lib Dem (LD) – 34 Members (80.95%) 81.76 82 SEATS	Conservative(CON) – 3 Members (7.14%) 7.21 7 SEATS	Greens – 3 Members (7.14%) 7.21 7 SEATS		Ungrouped – 2 Members (4.76%) 4.81 5 SEATS	Group 42 Members % TOTAL 101 SEATS
Committee Seats (101 Seats)							
Scrutiny	12	9.71 10	0.86 1	0.86 1		0.57 - 0	12
Audit	9	7.29 7	0.64 1	0.64 1 -1 (0)		0.43 0+1 (1)	9
Environment	9	7.29 7+1 (8)	0.64 1-1(0)	0.64 1		0.43 0	9
Homes	9	7.29 7	0.64 1	0.64 1		0.43 0	9
Economy	9	7.29 7	0.64 1	0.64 1		0.43 0	9
Community	9	7.29 7	0.64 1	0.64 1		0.43 0	9
Planning	11	8.90 9	0.79 1	0.79 1 -1 (0)		0.52 1	11
Licensing	12	9.71 10	0.86 1 -1 (0)	0.86 1		0.57 1	12
Regulatory	12	9.71 10	0.86 1 -1 (0)	0.86 1		0.57 1	12
Standards Committee	9	7.29 7	0.64 1	0.64 1 -1 (0)		0.43 0 +1 (1)	9
Total	101	81 (+1) 82	10 (-3) 7	10 (-3) 7		5	
Other Bodies (24 Seats)							
	No. on Group	LD – 19 Seats	Con – 2 Seats	Greens – 2 Seats		Ungrouped – 1 Seat	TOTAL 24 SEATS
PWG	8	6.48 6	0.57 1	0.57 1		0.38 0	8
Planning Policy Advisory Group (PPAG)	9	7.29 7	0.64 1	0.64 1		0.43 0	9
Development Delivery Advisory Group (DDAG)	7	5.67 6	0.50 0	0.50 0		0.33 1	7
Total	24	19	2	2		1	24

Showing 5 PDG's

	Totals	Lib Dem (LD) – 34 Members (80.95%) 89.05 89 SEATS	Conservative (CON) – 3 Members (7.14%) 7.86 8 SEATS	Greens – 3 Members (7.14%) 7.86 8 SEATS	Ungrouped 2 Members (4.76%) 5.24 5 SEATS	Group 42 Members % TOTAL 110 SEATS
Committee (110 Seats)						
Scrutiny	12	9.71 10	0.86 1	0.86 1	0.57 1 -0 (0)	12
Audit	9	7.29 7	0.64 1	0.64 1-1 (0)	0.21 0 +1 (1)	9
Environment	9	7.29 7 +1 (8)	0.64 1 -1 (0)	0.64 1	0.21 0	9
Homes	9	7.29 7	0.64 1	0.64 1	0.21 0	9
Economy	9	7.29 7	0.64 1	0.64 1	0.21 0	9
Service Delivery & Continuous Improvement	9	7.29 7	0.64 1	0.64 1	0.21 0	9
Community	9	7.29 7	0.64 1	0.64 1	0.21 0	9
Planning	11	8.90 9	0.79 1	0.79 1 -1 (0)	0.26 0 +1 (1)	11
Licensing	12	9.71 10	0.86 1 -1 (0)	0.86 1	0.29 0 +1 (1)	12
Regulatory	12	9.71 10	0.86 1 -1 (0)	0.86 1	0.29 0 +1 (1)	12
Standards Committee	9	7.29 7	0.64 1	0.64 1-1 (0)	0.21 0 +1 (1)	9
Total	110	88+1 (89)	11-3 (8)	11-3 (8)	0+5 (5)	
Other Bodies (24 Seats)	No. on Group	LD – 19 Seats	Con – 2 Seats	Greens – 2 Seats	Ungrouped – 1 Seat	TOTAL – 24 SEATS
PWG	8	6.48 6	0.57 1	0.57 1	0.38 0	8
Planning Policy Advisory Group (PPAG)	9	7.29 7	0.64 1	0.64 1	0.43 0	9
Development Delivery Advisory Group (DDAG)	7	5.67 6	0.50 0	0.50 0	0.33 1	7
Total	24	19	2	2	1	24

It is recommended:

- (a) that the Council approve the allocation of seats on Committees and other Council Bodies as shown on the schedule;
- (b) that Members be appointed to Committees in accordance with the names notified to the Chief Executive by each of the Political Groups represented on the Council, to give effect to the approved allocation of seats in (a) above;
- (c) that Members also be appointed to Working Groups and other Internal Bodies in accordance with the names notified to the Chief Executive by each of the Political Groups represented on the Council, to give effect to the approved allocation of seats in (a) above;
- (d) that the Chief Executive be authorised to make changes to membership of Committees, Working Groups and other Internal Bodies as may be notified to him from time to time by the relevant Political Group to which those seats have been allocated by the Council.
- (e) that the appointments to seats remaining to be filled by ungrouped Members shall be made at this meeting.

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MID DEVON DISTRICT COUNCIL – PREVIOUS VERSION OF THE SCHEDULE OF MEETINGS – 2024-2025

Ratified by Council on

MEETING	Normal day	1 2024	2	3	4	5 2025	6	
Planning Committee <i>(first meeting of cycle)</i>	Wed	12th June	31st July	11th September	27th November	8th January	12th March	
Planning Committee <i>(second meeting of cycle)</i>	Wed	10th July	28th August	9th October	4th December	12th February	9th April	
CABINET <i>(first meeting of cycle)</i>	Tues	4th June	30th July	17th September	12th November	7th January	4th March	
CABINET <i>(second meeting cycle)</i>	Tues	2nd July	27th August	15th October	10th December	4th February	1st April	
ENVIRONMENT PDG	Tues	18th June	13th August	8th October	5th November	9th January	11th March	
HOMES PDG	Tues	11th June	6th August	24th September	19th November	14th January	18th March	
ECONOMY PDG	Thurs	20th June	1st August	3rd October	14th November	6th January	6th March	
COMMUNITY PDG	Tues	25th June	20th August	22nd October	3rd December	21st January	25th March	
SCRUTINY COMMITTEE <i>(first meeting of cycle)</i>	Mon	17th June	12th August	30th September	25th November	13th January	17th March	
SCRUTINY COMMITTEE <i>(second meeting of cycle)</i>	Mon	15th July	9th September	28th October	16th December	17th February	14th April	
AUDIT COMMITTEE	Tues	25th June	20th August	22nd October	3rd December	14th January	25th March	
Standards Committee	Weds	19th June		16th October		5th February		
Licensing Committee	Fri	28th June			6th December			
Regulatory Committee	Fri	28th June			6th December			
Away Days	Fri 9.30am			20th September				
COUNCIL	Wed 6.00pm	17th July	4th September	30th October	18th December	19th February	23rd April	7th May

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Agenda Item 12

MID DEVON DISTRICT COUNCIL – NEW PROPOSED SCHEDULE OF MEETINGS – 2024-2025

Ratified by Council on

MEETING	Normal day	1 2024	2	3	4	5 2025	6	
Planning Committee <i>(first meeting of cycle)</i>	Wed	12th June	31st July	11th September	27th November	8th January	12th March	
Planning Committee <i>(second meeting of cycle)</i>	Wed	10th July	28th August	9th October	4th December	12th February	9th April	
CABINET <i>(first meeting of cycle)</i>	Tues	4th June	30th July	17th September	12th November	7th January	4th March	
CABINET <i>(second meeting cycle)</i>	Tues	2nd July	27th August	15th October	10th December	4th February	1st April	
ENVIRONMENT PDG	Tues	18th June		3rd September	26 November		11th March	
HOMES PDG	Tues	11th June		10 th September	19th November		18th March	
ECONOMY PDG	Thurs	20th June		19 th September	28 November		6th March	
COMMUNITY PDG	Tues	25th June		24 th September	3rd December		25th March	
SERVICE & CI PDG	Mon	24 th June		23 rd September	2 nd December		10 th March	
SCRUTINY COMMITTEE <i>(first meeting of cycle)</i>	Mon	17th June	12th August	30th September	25th November	13th January	17th March	
SCRUTINY COMMITTEE <i>(second meeting of cycle)</i>	Mon	15th July	9th September	28th October	16th December	17th February	14th April	
AUDIT COMMITTEE	Tues	25th June	20th August	22nd October	3rd December	14th January	25th March	
Standards Committee	Weds	19th June		16th October		5th February		
Licensing Committee	Fri	28th June			6th December			
Regulatory Committee	Fri	28th June			6th December			
Away Days	Fri 9.30am			20th September				
COUNCIL	Wed 6.00pm	17th July	4th September	30th October	18th December	19th February	23rd April	7th May

Note: (i) *Annual meeting of the Council at 7.00pm. **Annual Meeting in 2024 is on 22nd May**
(ii)*Annual meeting of the Council at 7.00pm. **Annual Meeting in 2025 is on 7th May (earlier as no election)**